

**BOARD OF FINANCE
MINUTES OF REGULAR MEETING
May 4, 2011**

The Regular Monthly Meeting of the Board of Finance was held on Wednesday, May 4, 2011 at 7:30 p.m. in Seminar Room 300, Board of Education Administrative Offices, 501 Kings Highway East, Fairfield, CT.

MEMBERS PRESENT

Robert Bellitto Jr., Ken Brachfeld, James Brown, Christopher DeWitt, Thomas Flynn, Kevin Kiley (8:05), Mary LeClerc, Robert Stone, Michael Tetreau

MEMBERS ABSENT

None

ALSO PRESENT

Paul Hiller, Chief Fiscal Officer and Clerk of the Board of Finance
Richard White, Director, Public Works Department, Town of Fairfield
Scott Bartlett, Supervisor, Department of Public Works, Town of Fairfield
Michael Zembruski, Solid Waste & Recycling, Town of Fairfield
Stan Gorzelany, Tax Collector, Town of Fairfield
Roger Autuori, Registrar of Voters, Town of Fairfield

ACTION TAKEN:

1. Approved the minutes of the Board of Finance meetings of March 31, 2011 and April 5, 2011.
2. Approved the request from the Tax Collector to transfer taxes receivable to the Suspense Account in accordance with Section 12-165 of the Connecticut General Statutes.
3. Approved the reappointment of Kostin, Ruffkess and Company, LLC as auditors to conduct the Audit of the Town's financial records for the Fiscal Year ending June 30, 2011.
4. Approved to amend the mill rate to 22.47 from 22.45 for the Fiscal Year beginning July 1, 2011.
5. Approved and set the Mill Rate for the Fiscal Year beginning July 1, 2011 and ending June 30, 2012 as amended at tonight's meeting to 22.47 mills.

Chairman Flynn called the meeting to order at 7:34 p.m.

AGENDA

1. To approve the following Board of Finance meeting minutes:
 - a. Board of Finance Minutes of the Public Executive Session of March 31, 2011
 - b. Board of Finance Minutes of the Regular Meeting of April 5, 2011

On a motion from the Board, the minutes of the Board of Finance meetings held on March 31, 2011 and April 5, 2011 were approved with a vote of 7 yeas, 0 nays, 1 abstention (LeClerc abstained from the minutes of April 5, 2011).

2. To hear, consider and act upon a request from the Tax Collector to transfer taxes receivable to the Suspense Account in accordance with Section 12-165 of the Connecticut General Statutes.

**Mr. Bellitto, Jr. moved and Mr. Brachfeld seconded to approve a request from the Tax Collector to transfer taxes receivable to the Suspense Account in accordance with Section 12-165 of the Connecticut General Statutes.
Motion passed unanimously.**

3. To appoint Auditors to conduct the Audit of the Town's financial records for the Fiscal Year ending June 30, 2011.

**Mrs. LeClerc moved and Mr. Brown seconded to reappointment Kostin, Ruffkess and Company, LLC as auditors to conduct the Audit of the Town's financial records for the Fiscal Year ending June 30, 2011.
Motion passed unanimously.**

4. To consider and set the Mill Rate for the Fiscal Year beginning July 1, 2011 and ending June 30, 2012.

Mr. Hiller informed the Board that with the new state budget that was just passed by the General Assembly, Town revenues will be \$234,102 to the good and this new amount was not included in the calculation for the new proposed tax rate for Fairfield.

Mr. Hiller reviewed some handouts with the Board. Mr. Hiller noted that the RTM had adjusted expenses by \$960K this week, Mr. Hiller also reported that the best estimate on the impact to revenue relating to recyclables has been factored into the budget. Mr. Hiller also noted that another factor not included in the calculation of the proposed tax rate is the pending tax appeals still in court. Mr. Hiller also noted that while in court, the entity appealing has the right to withhold from 10% to 25% of taxes depending on the size of the assessment. Mr. Hiller also reported that there is no reserve present for handling the results of any appeals in the budget.

Mr. Kiley arrived at the meeting at this time.

Mr. Hiller stated that if the Governor does not get the concessions from labor unions, local residents will either be experiencing a reduction in services or an increase in local taxes, or the difference could be funded from the undesignated funds in the General Fund of the Town. Mr. Hiller reported that the General Fund Surplus account was at \$12,286,000 at the end of the last Fiscal Year and he expects that account to have a balance of about \$13,700,000 at the end of this Fiscal Year.

Mr. Gorzelany stated that the collection rate was 98.9% last year with a lien sale and the prior year, the collection rate was 98.80% without a lien sale. Mr. Gorzelany also noted that the recommended collection rate for the coming year is 98.89% and if that rate is set at 98.80%, revenue would be reduced by about \$230K. Mr. Gorzelany also noted that \$107K would be realized if the mill rate is moved up .01%.

PUBLIC COMMENT

None

**Mr. Tetreau moved and Mr. Bellitto, Jr. seconded to amend the mill rate to 22.47 from the proposed 22.45 for the Fiscal Year beginning July 1, 2011.
Motion passed unanimously**

**Mr. Tetreau moved and Mr. Kiley seconded to set the Mill Rate for the Fiscal Year beginning July 1, 2011 and ending June 30, 2012 at 22.47 Mills.
Motion passed unanimously.**

5. To hear, consider, and act upon any communications.

Mr. Hiller informed the Board that Mr. White has provided the information requested at the Quarterly Review Meeting of the Board of Finance held last week. Mr. White and Mr. Bartlett reviewed that information with the Board.

Mr. Hiller distributed to the Board the July 2010 Town Employees Retirement System Actuarial Report.

Mr. Tetreau took a moment of personal privilege to note that this may be his last meeting so he thanked all of his colleagues and the staff and the voters for the opportunity to serve the Town.

Mr. Kiley asked Mr. Hiller if there is a paper reduction effort underway that hopefully will lead to more on-line reports which an individual can choose to print on their own printers or use a laptop to reference documents at regular meetings. Mr. Hiller noted that such an effort is underway but it may take some time before it is implemented.

6. To hear, consider, and act upon any other business which shall properly come before this meeting.

The meeting was adjourned at 9:35 p.m.